



TOWNSHIP OF SPRING

Board of Supervisors

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REGULAR MEETING MINUTES AUGUST 11TH, 2025

CALL TO ORDER: Chairperson Smith called a regular business meeting of the Board of Supervisors to order on Monday, August 11th, 2025, at 7:10 p.m. in the Public Meeting Room of the Township of Spring Administration Building, located at 2850 Windmill Road, Spring Township, Berks County, Pennsylvania.

PLEDGE TO THE FLAG

ROLL CALL: Upon roll call, Supervisors Stuck, Kocher, Royer, Wertz, and Smith were present. Also present were the Township Manager; John Groller, Assistant Township Manager; Dean Murray, Township Secretary; Mary Rossi, GIS Engineering & Planning Coordinator; Jen Bensinger, Information Systems Manager; Jeremy Baez-Reyes, Fire Chief; Colin Hackman, Director of Parks and Recreation; Judy Houck, Director of Public Works; Paul Darrah, Police Chief; Steve Brock, Director of Engineering and Planning; Jason Reichert, Solicitor; Dan Becker, Resident; Ann Kolasinski, B. Holland- Kingdom of Wonders Circus, Representing the Broadcast District- Solicitor Mark Koch, Devin Tuohey, Michael Hartman, and Will Collins. Mason Smith and Solicitor Polly Gibble, representing Alcon, attended via Microsoft Teams.

ANNOUNCEMENTS:

Ms. Smith announced that an Executive Session was held on July 30th to discuss personnel matters. An Executive Session was held earlier this evening to discuss personnel and potential litigation.

AGENDA AMENDMENTS: None

OPEN TO THE FLOOR: None

Ann Kolasinski of 2313 Lincoln Avenue addressed the Board regarding the bass noise she hears inside her home constantly from a neighboring property on West Wyomissing Boulevard. Ms. Kolasinski said that she hears the noise in her home over her air conditioning and television, noting this occurs regularly from 4:00 p.m. to 1:00 a.m. Ms. Kolasinski said she spoke to a police officer, who suggested she attend a Board of Supervisors Meeting because the Township does not have a noise ordinance.

After the discussion, Mr. Becker indicated that neighboring property owners should also call the police when the music is disturbing others. Chief Brock stated that after 11:00 p.m., an officer will warn a property owner of excessive noise, letting them know it could result in a disorderly conduct citation. Chief Brock encouraged Ms. Kolasinski and her neighbors to call the police department when the music is loud, and he will investigate the matter.

ACTION ITEMS FOR APPROVAL:

Below are all items requiring action by the Board. Comments and discussion points are listed under the corresponding item.

1. Minutes of the July 28th Regular Meeting
2. List of Bills for Approval
 1. 01-General Fund - \$694,498.65
 2. 02-Street Lighting Tax Fund- \$23,747.90
 3. 03-Fire Hydrant Tax Fund-\$9,141.94
 4. 04-Refuse Tax Fund-\$174,277.73
 5. 08-Sewer District #3 Fund-\$319,504.44
 6. 14-Fire Protection- \$25,755.55
 7. 18-Capital Fund- \$3,297.63
3. Temporary Access Easements for PA American Water Company
4. Penn Avenue Sidewalk Project

Mr. Murray requested approval of the Township's third-party engineer to develop, design, and bid the Penn Avenue Sidewalk Project. Mr. Murray confirmed for Ms. Smith that the affected property owners will be notified by letter.
5. Brush Tractor

Mr. Murray requested approval to engage Entech Engineering, Inc. to assist in applying for an LSA Grant for a new brush tractor for the garage.
6. Stor4U Time Extension

The current deadline to consider action on the plans for the Stor4U Project is August 26th, 2025. At the August 7th, 2025, Planning Commission (PC) Meeting, the PC recommended that the Board of Supervisors approve the extension of time request with a new deadline of November 10th, 2025.
7. Alcon Bond Release

Bingaman Hess requested the release of Financial Security associated with the Alcon Parking Expansion Land Development Project. Great Valley Consultants (GVC) reviewed the request and recommends approval of the final remaining escrow amount of \$5,000.00.
8. Shocktoberfest Public Gathering

The Township received a public gathering request from Konopelski Catering for the annual Shocktoberfest Festival, held at Willow Glen Park. The festival will be held on weekends from Friday, September 12th, through Saturday, November 8th, 2025. The Director of Zoning and Codes Enforcement and the Fire Marshall reviewed the request and recommended approval.
9. Police Traffic Safety Conference

Chief Brock requested approval for overnight training for Officer Andrew Keen at the Pennsylvania State Annual Accident Reconstruction Conference.
10. Accessible Parking Request- 2265 Cleveland Avenue

ACTION ITEMS FOR APPROVAL: (Continued)

11. Payment Application #1-PACT One, LLC.

Mr. Darrah stated that both he and Entech Engineering, Inc. reviewed the Payment Application request submitted by PACT One, LLC, for work completed on the Reading Avenue /Dwight Street Dig & Replace Project in the amount of \$239,895.00 and recommend approval of payment.

12. Broadcasting Road Storm Sewers

Mr. Darrah stated that he is seeking approval to award the bid for the Broadcasting Road Storm Sewer Replacement Project. Great Valley Consultants (GVC) recommends awarding the bid to Construction Master Services, LLC. in the amount of \$367,077.50. Mr. Darrah confirmed for Mr. Wertz that the repair work is where the road is dipping on Broadcasting Road, and staff will try to keep one lane open during the Project.

13. Payment Application #1-New Enterprise Stone & Lime Co.

Kraft Municipal Group recommends approval of payment in the amount of \$490,260.14 for work completed to date on the 2025 Roadwork Project.

14. Public Gathering- Kingdom of Wonders Circus

The Township received a request for a public gathering at the Willow Glen Park operated by Konopelski Catering for an acrobatic circus. There are no animals, pyrotechnics, carnival rides, or games proposed. The Director of Zoning and Codes Enforcement and the Fire Marshall reviewed the request and recommend approval, conditional upon an approved fire safety inspection from the Fire Marshal to occur on August 11th, 2025.

15. Reserve at Iroquois-Lot 1 Waiver Request

The Metropolitan Group submitted a request for a waiver from Section 503(C)(B)(2) of the SALDO for an alternative scale. At the public meeting on August 7th, 2025, the Planning Commission voted to recommend that the Board of Supervisors approve the waiver request.

Motion to approve Action Items #1 through #15 was made by Mr. Stuck and seconded by Mr. Wertz. Upon roll call, all Supervisors present voted affirmatively. Mr. Stuck abstained from voting on payment of check # 114604, Mr. Wertz abstained from voting on payment of Fire Fund #14, and Ms. Smith abstained from voting on payment of check # 114592. (Confirming that approval of Action # 3 is for approval of a "temporary" access easement). MOTION CARRIED

TOWNSHIP DIRECTORS

A. Zoning/Building Department –No Report

B. Parks and Recreation Department –No Report

C. Engineering Department

1) Spring Commons-Preliminary Plan Approval

Mr. Reichert reviewed the project and approvals to date for Spring Commons, the proposed garden apartments that will be located along Windmill Road, noting that this submission is an alteration to the previously submitted three (3) unit Spring Commons proposal that the Township received in 2023. At the August 7th, 2025, Planning Commission (PC) public meeting, the PC voted to recommend approval of the Preliminary Plans.

TOWNSHIP DIRECTORS (Continued)

C. Engineering Department (Continued)

1) Spring Commons-Preliminary Plan Approval (Continued)

Motion to approve Preliminary Plan Approval for Spring Commons, conditional upon addressing comments from the Township Engineering letter dated June 19th, 2025, was made by Mr. Stuck and seconded by Mr. Royer. Upon roll call, all Supervisors present voted affirmatively.

MOTION CARRIED

2) Broadcast District-Approval of Final Plans

Mr. Reichert reviewed the project and approvals to date for the proposed Mixed-Use Development on a 103-acre tract submitted by the applicant, the Concordia Group, doing business under the name CG Broadcasting, LLC.

Mr. Reichert reviewed the conditions the applicant must meet before Final Plans may be recorded.

The conditions are as follows:

Before Final Plans can be recorded the applicant must execute the following agreements currently in process with the Township Solicitor:

- Municipal Improvements Agreement including Financial Security
- Stormwater Management Operations & Maintenance Agreement
- Quick Start Agreement
- Blasting Agreement
- Tri-Party Sanitary Sewer Agreement

The following documents are also under review with the Township Solicitor's office and will need to be executed and recorded prior to Final Plan approval.

Sanitary Sewer easements

- Blanket Easements for all proposed lines
- Dedicated easements for relocated public sewer lines (including downstream of SR 222)
- PENNDOT easements for downstream improvements
- Dedication / Bill of Sale for relocated public sewer lines
- Deeds of Dedication of a six (6) acre parcel from Concordia to the Township of Spring
- Traffic signal easements for the proposed intersection of Paper Mill Road and Ethan Drive
- Owner's Declaration of Reciprocal Easements and Protective Covenants
- Applicant shall pay all sanitary sewer tapping fees and purchase all necessary EDUS for the proposed improvements

- Applicant shall pay all Parks and Rec fees for the proposed improvements
- The Certifications of Ownership must be signed and notarized, Section 603(C)(5)
- The Plan Preparer's Statement must be signed and sealed, Section 603(C)(6)
- Through discussions with Township Staff, the applicant has chosen not to include the private roadways construction quantities in the cost estimate for the Municipal Improvements Agreement. In order to ensure that Emergency Services have safe, effective routes to all facilities, the developer has agreed to construct all roadways to full base course before any certificates of occupancy are issued.

TOWNSHIP DIRECTORS (Continued)

C. Engineering Department (Continued)

2) Broadcast District-Approval of Final Plans (Continued)

A note referring to this shall be added to the plans. Additionally, the applicant shall include the cost of the wearing course in the estimate for the Financial Security.

- Discussions are ongoing with the applicant regarding the installation of a traffic signal at the intersection of Ethan Drive and Papermill Road. See Condition of Approval (1)(Z). At this time, PENNDOT has stated that they will approve the installation of the traffic signal once the calculated warrants are met. Staff and the applicant have discussed the need for formal agreements between all parties, which the applicant must resolve before final plan approval.
- PENNDOT's latest feedback gives the applicant clearance to install the signal once the warrants are met. The Final Plans shall include a schedule for the warrant analysis once the site is in operation.
- Once approved, the applicant shall submit a copy of the Post-Construction Stormwater Management Plan to the Township for recording. This Plan will serve as the Drainage Plan required by Section 403.
- The landowner acknowledgement block will need to be executed prior to plan approval, Section 403(B)(22).
- The design engineer's signature block will need to be executed prior to plan approval, Section 403(B)(23).
- The approved stormwater control and BMP Operations and Maintenance Plan and related agreements will need to be recorded. It is recommended that the Post-Construction Stormwater Management Plan, as approved by DEP, be recorded to meet this requirement, Section 705.
- The applicant will be required to contribute to the Township's Stormwater Control and BMP Operations and Maintenance Fund, Section 706. The recommended contribution is \$9,230.00.
- The PCSM Report and details indicate that the existing outlet structure in Basin #1 will need to be modified or replaced. It is noted that the existing outlet structure appears to be a 2'x6' inlet, but a 2'x4' inlet box was modeled as the outlet structure for Basin #1. The applicant has indicated that the existing structure's orifice configuration will be modified and that the top of the box will be slightly raised. Revised routing calculations are forthcoming.

At the August 7th, 2025, Planning Commission (PC) Meeting, the PC recommended that the Board approve the Final Plans with noted conditions in the Engineering letter dated August 6th, 2025.

Mark Koch, Esquire, representing the developer, stated that they respectfully requesting final approval, noting that joining him this evening are Mr. Hartman, Mr. Tuohey, and Mr. Collins.

TOWNSHIP DIRECTORS (Continued)

C. Engineering Department (Continued)

2) Broadcast District-Approval of Final Plans (Continued)

Motion to Conditionally Approve the Final Plans for the Broadcast District, as long as agreements are followed and comments are addressed as noted in the August 6th, 2025, Engineering letter, was made by Mr. Stuck and seconded by Mr. Royer.

Mr. Tuohey and Mr. Hartman confirmed for Mr. Royer that if building 20 is built, a hydrant will be installed at that time.

Mr. Royer questioned what the traffic volume is to warrant a traffic signal at the Ethan Drive Crossing. Mr. Collins stated that they have an agreement with PENNDOT and have discussed it with Mr. Becker that every year, the developer will go out annually and do traffic counts, noting that the traffic signal hardware will be installed, and when the traffic counts warrant a signal, PENNDOT will let them know that the lights will be activated.

Mr. Royer questioned whether the traffic signals at Papermill Road and Broadcasting Road will be reconfigured. Mr. Hartman said that they are all connected, and when they are working on Ethan Drive, it may be necessary for the lights to be retimed at Papermill Road and Broadcasting Road. Mr. Hackman stated that as part of the Traffic Consultant's Plan, they are working on a Comprehensive Traffic Signal Plan that will address those issues.

Mr. Collins confirmed with Mr. Royer that the commercial tenants' leases will be ten (10) year leases with renewal options. Mr. Collins stated that he, Mr. Koch, Mr. Hartman, and Mr. Tuohey appreciate all the effort that Township staff has put into this project, noting that Mr. Reichert, Mr. Groller, and Mr. Becker are great to work with. They hope this is a Project that the Supervisors will be proud of., thanking the Board for their time and support.

Upon roll call, all Supervisors present voted affirmatively. MOTION CARRIED

D. Finance Department– No Report

E. Human Resources– No Report

F. Public Works – Mr. Darrah stated that the Green Light-Go Project is complete, and the Township received the grant reimbursement of \$400,224.10.

G. IT Department – Mr. Baez-Reyes said that he will need the Supervisors laptops to install an upgrade to Windows 11. Mr. Baez-Reyes confirmed that he has begun to meet with vendors regarding upgrading the phone system.

PUBLIC SAFETY

A. Police Department – No Report

B. Township of Spring Fire Rescue Services–Chief Hackman submitted a Monthly Report

C. West Side EMAs –No Report

D. Western Berks Ambulance Association– No Report

SOLICITOR: – No Report

OLD BUSINESS: – Ms. Smith asked what the status is on the 4-way stop sign at Martins Road and Old Fritztown Road. Mr. Darrah stated that they will be installed on Thursday morning, noting that there will be flashing lights and warnings painted on the road. Mr. Darrah noted that there are trees that will be trimmed that are in the line of sight.

NEW BUSINESS: – Mr. Kocher questioned as to why there is not a stop sign (only a stop line) at Redwood Avenue and Gring Drive. Mr. Darrah confirmed that there has not been a stop sign at the location previously. After discussion, it was determined that the matter will be reviewed by the Traffic Advisory Committee (TAC).

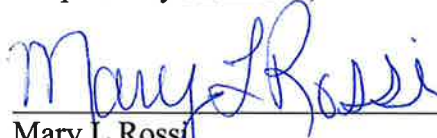
Ms. Smith stated that she received a letter about paving on Baker Road. Mr. Darrah stated that part of the road is in South Heidelberg Township.

ANNOUNCEMENTS:

The next Board Meeting of Supervisors is scheduled for Monday, August 25th at 7:00 p.m.

ADJOURNMENT: There being no further business, Chairperson Smith adjourned the meeting at 7:50 p.m.

Respectfully submitted,



Mary L Rossi
Township Secretary